



CHIEF OF UTILITY OPERATIONS, WATER RESOURCES

EXAM CODE: 5WRAE
EXAM TYPE: DEPARTMENTAL PROMOTIONAL
LOCATION: STATEWIDE
SALARY INFORMATION: \$11760 - \$13355
CLASS & SCHEM CODE: 3208



CONTINUOUS TESTING OR FINAL FILING DATE

Testing is considered continuous as Examination Applications (STD 678 Rev. 10/2013) will be accepted on a continuous basis and cut-off dates can be set at any time as departmental needs warrant. Cut-off dates will be announced on the "Notice of to Announce Cut-off Date." Applications postmarked or submitted in person after the cut-off date will be held until the next administration. Faxed or emailed applications will not be accepted.

WHO SHOULD APPLY

Applicants must meet the minimum qualifications and have a permanent civil service appointment with the Department of Water Resources as of the final filing date or must be:

- 1) A current or former employee of the Legislature for two or more years as defined in government code (GC) section 18990; OR
- 2) A current or former non-elected exempt employee of the executive branch with two or more consecutive years (excluding those positions for which salaries are set by statute) as defined in GC section 18992; OR
- 3) Persons retired from the United States military, honorably discharged from active military duty with a service-connected disability, or honorably discharged from active duty as defined in GC section 18991. Persons applying using Veteran's experience must submit a copy of their DD214 along with their Examination Application (STD 678 Rev. 10/2013).

HOW TO APPLY

Examination Applications must have an original signature. It is the personal responsibility of each examination candidate to submit their application materials within the timeframe and in the manner specified on this examination bulletin. Examination Applications (STD 678 Rev. 10/2013) may be mailed or submitted in person by the final filing date to:

MAILING ADDRESS:

Department of Water Resources
P.O. Box 942836
Sacramento, CA 94236-0001

OR

SUBMIT IN PERSON:

Department of Water Resources
1416 9th Street, Room 320
Sacramento, CA 95814

DO NOT SEND APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES OR DEPARTMENT OF WATER RESOURCES' FIELD OFFICES. Applications are available at Department of Water Resources' (DWR) offices, the DWR website: www.water.ca.gov/jobs/currentexams.cfm, local office of the Employment Development Department, the California Department of Human Resources (CalHR), and their website: www.jobs.ca.gov.

IDENTIFICATION REQUIRED

Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.



SPECIAL TESTING INFORMATION

If you have a disability and need special testing arrangements, mark the appropriate box in Question 2 of the Examination Application (STD 678 Rev. 10/2013). You will be contacted to make specific arrangements.

ELIGIBLE LIST INFORMATION

A departmental promotional list will be established for the Department of Water Resource.

The names of successful competitors will be merged onto the list in order of final scores. The list will be abolished 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. Competitors must then retest to reestablish eligibility.

TESTING PERIOD

Competitors may test only once during a 12 month period.

EXAMINATION INFORMATION

This examination will consist of a **Qualification Appraisal Interview weighted 100%**. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. Competitors who do not appear for the interview will be disqualified.

POSITION DESCRIPTION

The Chief of Utility Operations, Water Resources, plans, organizes, and directs the work of a staff engaged in support activities for the Department's utility management and operations functions including administration, coordination, and negotiation of water supply contracts; coordination of water delivery and power contracts; water engineering functions of water quality, water measurement, control and compliance; development of state water utility modeling needs; coordination with other department entities involved in water and energy planning; representing the Department in negotiations with water contractors, other utilities and other governmental agencies on operational matters; formulation of the overall operation, maintenance and financial management of the State Water Project; and other related duties.

Positions exist in Sacramento with the Department of Water Resources.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All applicants must meet the minimum qualifications for this examination by the final filing date.

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

Either I

One year in California state service performing duties of a class equivalent to Principal Engineer, Water Resources.

Or II

Two years in California state service performing duties of a class equivalent to Supervising Engineer, Water Resources.

Or III

Experience: Broad and extensive (more than five years) experience in water and power utilities planning, management or operations involving the performance of increasingly complex duties, at least three years of which shall have been at a supervisory or administrative level equivalent to that of a Supervising Engineer, Water Resources, in California state service. and

Education: Equivalent to graduation from college with major work in electrical or mechanical engineering. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

SCOPE OF EXAMINATION

In addition to evaluating the competitors' relative abilities as demonstrated by the quality and breadth of experience, emphasis in the examination interview will be on measuring competitively, relative to job demands, each competitor's:



Knowledge of:

1. Principles and practices of planning, management and operation of water and power utilities.
2. Principles and methods of power marketing and purchasing power transmission and interchange associated with water resources development projects.
3. Public Utilities Commission and Federal Power Commission regulations.
4. Objectives, organization and policies of the Department of Water Resources.
5. Principles and practices of supervision and management.
6. The Department's Equal Employment Opportunity Program objectives.
7. A manager's role in the Equal Employment Opportunity Program and the processes available to meet Equal Employment Opportunity objectives.

Ability to:

1. Plan, organize and direct work of a professional staff.
2. Prepare comprehensive reports and correspondence.
3. Analyze situations accurately and take effective action.
4. Effectively contribute to the Department's Equal Employment Opportunity objectives.

ADDITIONAL DESIRABLE QUALIFICATIONS

Possession of a valid certificate of registration as a professional engineer issued by the California State Board of Registration for Professional Engineers.

VETERANS PREFERENCE

Veterans Preference is not granted in promotional examinations.

CAREER CREDITS

Career Credits are not granted in open or promotional examinations.

GENERAL INFORMATION

The Department of Water Resources reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

For an examination without a written feature, it is the candidate's responsibility to contact the Department of Water Resources three days prior to the written test date if he/she has not received his/her notice of appointment.

Applications are available at Department of Water Resources' (DWR) offices, the DWR website:

www.water.ca.gov/jobs/currentexams.cfm, local office of the Employment Development Department, and California Human Resources (CalHR) at www.jobs.ca.gov.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification.

Examination Locations: When a written or performance test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

If a candidate's notice of oral interview fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by veterans preference credits) regardless of the date of the test, and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235, 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the Information Counter of State Personnel Board offices.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device. **California Relay Telephone Service** for the Deaf or hearing impaired: From TDD phones: 1-800-735-2929; From Voice phones: 1-800-735-2922.



CONTACT INFORMATION

For information regarding this examination, please contact Amanda Sue Hardy at (916) 653-4841.

EQUAL OPPORTUNITY & DRUG FREE STATEMENTS

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. It is the objective of the state of California to achieve a drug-free state work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in public servants.